

Trevor Guire,

Fire Chief

West Routt Fire Protection District (WRFPD)

December 4, 2025

Time Line and Process for Adoption of Impact Fee

Colorado law, C.R.S. Sec. 32-1-1002(d.5), allows the District to impose an impact fee on new construction within the District's boundaries, under certain specific conditions. Since the law requires that such an impact fee must be 'legislatively adopted', I am recommending public notices and public consideration of the resolution and fee schedule at two of the WRFPD regular Board meetings, as described below. In addition, the statute requires specific notice be provided to the Town of Hayden and to Routt County, in care of their respective clerks.

Therefore, my recommendation is for approval of the following Time Line and Process:

February 10, 2026 – Date of Planned adoption of a Resolution, adopting an impact fee to be effective in the WRFPD, after holding a public hearing and taking public comment.

January 13, 2026 – Date for public review and discussion of Impact Fee Support Study, consideration of public comments.

December 10 – 11, 2025 – Notice to Town Clerk of Hayden, and Notice to Routt County Clerk: "The West Routt Fire Protection District (WRFPD) has had an 'Impact Fee Support Study' (copy attached) prepared and intends to adopt the impact fee schedule set forth therein. This Notice is provided to provide your jurisdiction a reasonable opportunity for you to submit your written comments to the WRFPD Board regarding this planned impact fee. The WRFPD Board will be reviewing the Study and taking public comment at its regular meeting on January 13, 2026; the WRFPD will hold a public hearing and consider comments at its regular meeting on **February 10, 2026**, prior to its planned adoption."

December 9, 2025 – Date of approval of Time Line and Process for Adoption of Impact Fee.